

CITY OF DUARTE

Minutes of the REGULAR JOINT MEETING OF THE CITY COUNCIL/HOUSING AUTHORITY/DUARTE COMMUNITY FACILITIES FINANCING AUTHORITY

Tuesday, May 27, 2025
6:00 PM — Workshop
7:00 PM — Regular Session

6:00 PM DUARTE CHAMBER OF COMMERCE BUDGET WORKSHOP

1. CALL TO ORDER AND ROLL CALL

Mayor Garcia called the open session to order at 6:06 p.m.

Councilmembers Present: Finlay (arrived at 7:07 p.m.) Lewis, Truong, Calderon, Martin Del Campo, Garcia
Councilmembers Absent: Kang
Staff Present: Brian Villalobos, City Manager
Craig Hensley, Director of Community Development
Larry Breceda, Director of Public Safety Services
Manuel Enriquez, Director of Parks and Recreation
Angela Chiaromonte, Financial Services Manager
Andres Rangel, Assistant to the City Manager
Frances Jimenez, Interim City Clerk

2. ADOPTION OF THE AGENDA

Moved by Councilmember Lewis, seconded by Councilmember Truong, and carried by the following vote of the City Council to adopt the agenda.

AYES: LEWIS, TRUONG, CALDERON, MARTIN DEL CAMPO, GARCIA
NOES: NONE
ABSTAIN: NONE
ABSENT: FINLAY, KANG

3. PUBLIC COMMENT ON DUARTE CHAMBER OF COMMERCE BUDGET WORKSHOP

Public Comment was heard after the budget workshop discussion.

4. DUARTE CHAMBER OF COMMERCE BUDGET WORKSHOP

City Manager Villalobos provided background information on the process of working with Duarte Chamber of Commerce to create an agreeable scope of work and proposed budget.

Interim Executive Director Kalpna Shah and Vice President of the Board Bernadette Chang detailed their final funding request and shared the organization's goals for the future.

Discussion ensued regarding the contract term, the rate per year, and scope of work.

In response to questions posed by the City Council, Chamber of Commerce representatives shared their process of addressing specific concerns of the businesses and how they resolve potential issues.

Suggestions were made regarding creating ad hoc committees as a way to keep the city and community informed on the happenings of the Chamber of Commerce and local businesses.

Staff compared the different practices between cities and their respective Chambers of Commerce and also provided clarification on the total payments that have been made over the past few years.

Dialogue occurred regarding past budget constraints and plans for financial oversight practices.

Further conversation was had regarding the need to create partnerships and collaborate.

Anthony Angulo, owner of Legacy Kenpo Karate advocated for the Chamber of Commerce and shared appreciation for the work they do to work alongside businesses.

Public Comment

Jim Kirchner expressed support for the Chamber of Commerce and the work they do in the city.

The City Council stated their opinions and gave direction to staff regarding an agreement with the Chamber of Commerce, the budgeted amount, and scope of work that will be brought back for approval.

7:00 PM OPEN SESSION

5. CALL TO ORDER AND ROLL CALL

Mayor Garcia called the open session to order at 7:16 p.m.

Councilmembers Present:	Finlay, Lewis, Truong, Calderon, Garcia
Councilmembers Absent:	Kang, Martin Del Campo
Staff Present:	Brian Villalobos, City Manager Thai Viet Phan, City Attorney Craig Hensley, Director of Community Development Larry Breceda, Director of Public Safety Services Manuel Enriquez, Director of Parks and Recreation Angela Chiaromonte, Financial Services Manager Andres Rangel, Assistant to the City Manager Frances Jimenez, Interim City Clerk

6. PLEDGE TO THE FLAG

The flag salute was led by Michael Solis.

7. ORAL COMMUNICATIONS - SPECIAL ITEMS

None.

8. SPECIAL ITEMS

A. Recognition of the Duarte Youth Athletic Club for an Undefeated Season

The City Council recognized the Duarte Youth Athletic Club's Bronco Team for an undefeated baseball season and thanked the parents for their support.

Daisy Moreno, Secretary/Bronco Coordinator, shared words of appreciation for the team members and the supporters of the team.

Leo Torres, Head Coach, thanked the City Council for their support and congratulated the team for their hard work.

B. Recognition of Maryvale as California Nonprofit of the Year

The City Council recognized Maryvale as the California Non-Profit of the Year in the 48th Assembly District.

Steve Gunther, President & CEO of Maryvale, expressed excitement at the recognition and shared background information on the organization's history in the city of Duarte.

C. Public Safety Department Update

Director of Public Safety Services Breceda reported a year to date 28.77% decline in part 1 crimes; shared that there will be increase in patrols in hot spot areas; gave additional information on the riverbed cleanup operations; highlighted the outreach efforts at the Royal Oaks Retirement Community; explained the work being done by the Business Watch Program; and detailed the recent tabletop exercise held at City of Hope simulating an active shooter threat.

D. SoCal Gas presentation on Rule 1111 & 1121

City Manager Villalobos introduced Lanae O'Shields, Public Affairs Manager.

Lanae O'Shields introduced South Coast Air Quality Management District (SCAQMD) Proposed Amended Rules 1111 and 1121.

Jessilyn Davis, Energy & Environmental Affairs Manager, gave a presentation on South Coast Air Quality Management District's (SCAQMD) Zero-Emissions Appliance Rules, specifically the Proposed Amended Rules 1111 and 1121. She explained that SCAQMD aims to reduce NOx emissions by updating rules for home heaters and water heaters and detailed the proposed changes and alternative compliance options.

In response to questions made by the City Council, Jessilyn Davis provided further clarification regarding the estimated costs of upgrades needed to be made to comply with the proposed amended rules.

9. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

Assistant to the City Manager Rangel announced upcoming city events.

Sal Torres stated his opinion on the Duarte Chamber of Commerce; expressed the value the organization provides to the community; and gave suggestions on how to increase business involvement in the city.

Vincent Basobas gave a recap of NAPAFA's recent Secondhand Smoke-Free Breathe Easy Town Hall and shared the upcoming Clean Up Day hosted Breathe Easy Duarte Coalition in honor of World No Tobacco Day.

10. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

None.

11. ORAL COMMUNICATIONS - CONSENT CALENDAR

None.

12. CONSENT CALENDAR

A. Motion to read all Resolutions and Ordinances presented for consideration by Title only and waive further reading (CC/HA/FA).

B. Approve absence(s) of City Councilmember(s) from the City Council meeting.

C. Approval of Minutes - May 13, 2025 Regular Meeting (CC/HA/FA).

D. Approval of Warrants - May 27, 2025. (CC/HA/FA).

E. Receive and File the Monthly Financial Report for the month of March 2025.

F. Receive and File the Public Safety Department Update.

G. Adoption of Resolution No. 25-10, setting forth the project list for Fiscal Year 2025-26 funded by SB1: The Road Repair and Accountability Act of 2017.

H. Authorization of the City Manager to execute the Addendum to the Professional Services Agreement with MIG for design services of the Teen Center Outdoor Boxing Patio.

I. Adoption by title only of Resolution No. 25-11, a Resolution of the City Council of the City of Duarte, California Establishing an Appropriations Limit Pursuant to the Provisions of Article XIII B of the California Constitution.

J. Acceptance of the 2025 Windstorm Concrete Repairs Project to FS Contractors, Inc. as complete in the amount of \$144,682.50.

K. Adoption of Resolution 25-12 to Set Public Hearing for Landscape and Lighting District Engineer's Report on June 24, 2025.

L. Approval of City Councilmember attendance to upcoming conferences.

Moved by Councilmember Finlay, seconded by Councilmember Truong, and carried by the following vote of the City Council to approve items 12A - 12J and 12L of the Consent Calendar.

AYES: FINLAY, LEWIS, TRUONG, CALDERON, MARTIN DEL CAMPO, GARCIA
NOES: NONE
ABSTAIN: NONE
ABSENT: KANG

13. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

K. Set hearing for Landscape and Lighting District Engineer's Report

The City Council shared their opinion on the cost and the process of assessing properties.

Per questions posed by the City Council, City Manager Villalobos provided clarification on a CPI clause.

Moved by Councilmember Finlay, seconded by Councilmember Truong, and carried by the following vote of the City Council to adopt Resolution 25-12 to Set Public Hearing for June 24, 2025.

AYES: FINLAY, LEWIS, TRUONG, CALDERON, GARCIA
NOES: NONE
ABSTAIN: NONE
ABSENT: KANG, MARTIN DEL CAMPO

14. PUBLIC HEARINGS - NONE

15. ORAL COMMUNICATIONS - BUSINESS ITEMS

None.

16. BUSINESS ITEMS

A. Memorandum - Approval of City Council Expenses

City Manager Villalobos provided background information on the previously approved Expense Reimbursement Policy and explained the need to discuss approval regarding Mayor Garcia's deviation from said policy, specifically submitting an expense report beyond the 30-day deadline.

The City Council discussed the submission deadline and asked to bring back the policy with an amended submission date.

Moved by Councilmember Truong, seconded by Councilmember Calderon, and carried by the following vote of the City Council to Approve Mayor Garcia's request for a deviation from the Expense Reimbursement Policy.

AYES: FINLAY, LEWIS, TRUONG, CALDERON, GARCIA
NOES: NONE
ABSTAIN: NONE
ABSENT: KANG, MARTIN DEL CAMPO

17. ITEMS FROM CITY COUNCIL/HOUSING AUTHORITY/FINANCING AUTHORITY MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR/REPORTS OF MEETINGS ATTENDED PER GOVERNMENT CODE SECTION 53232.3

Director of Public Safety Services Breceda reported he attended the Contract Cities Annual Seminar.

City Manager Villalobos reported that he, along with Director Hensley and Councilmember Truong, attended the ICSC conference, and he thanked Director Hensley for arranging significant meetings.

Councilmember Finlay discussed Senate Bill 79 and the impact it could have on the city.

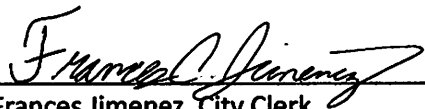
Councilmember Lewis shared he visited Veterans Park in Westwood in honor of Memorial Day.

Councilmember Truong encouraged fellow councilmembers to attend future ICSC Conferences; thanked Director Hensley and City Manager Villalobos for their work; reported he attended the SGVCOG Governing Board meeting; and suggested staff look into SB 634.

Mayor Garcia shared he attended a Memorial Day Service hosted by the Allied Veterans Council; reported he attended the Contract Cities Annual Seminar; and congratulated Councilmember Finlay for her role on the Executive Board.

18. ADJOURNMENT

At 8:22 p.m., the City Council adjourned the meeting.


Cesar A. Garcia, Mayor
Frances Jimenez, City Clerk